

Louisiana Department of Social Services

Office of Management and Finance

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Baton Rouge, Louisiana 70802

Phone (225) 342-4148 FAX (225) 342-4213

PETTY CASH EXPENTIDURE SUMMARY

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of

Agency Name _____			Date Submitted _____		Check Requisition Number _____	
Custodian: _____ Location: _____					PERIOD COVERED	
					From: _____	
					To: _____	
Cash Receipts No.	Date	Organization	Object	Object Detail	Reporting Category	Amount
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TOTAL THIS PAGE						\$
TOTAL THIS SUMMARY						\$
*PLUS REIMBURSEMENTS IN TRANSIT (CHECK REQUESTS NOT RECEIVED)						\$
PLUS CASH ON HAND						\$
TOTAL PETTY CASH FUND						\$